



Missouri Department of Elementary and Secondary Education

— Making a positive difference through education and service —

November 1, 2005

Dear School Administrators and Deans of Colleges of Education:

Last summer, the Missouri Highway Patrol selected the vendor, Identix, to electronically collect and submit fingerprints for all applicants for jobs/licensure in Missouri. After several months of service, it is apparent that the Missouri Applicant System (MOAPS) is more effective and efficient than the antiquated "ink and card" system. Following is pertinent information about MOAPS.

Processing Time: The processing time with MOAPS is approximately two (2) weeks; the "ink and card" system takes nearly three (3) months.

Rejection of Fingerprints: MOAPS, through Identix, has a less than one percent (1%) rejection rate, while DESE sent over 1,600 rejection notices last month for smeared or unreadable ink prints. (Prints are easily smeared in the handling and mailing process.) If an ink fingerprint is rejected, applicants have thirty (30) days to resubmit their fingerprints.

Locations: MOAPS services are available at a variety of Missouri sites within 25 to 50 miles of all districts, and more regional sites will be available as demand increases. To view a list of current locations, please consult the Identix website at <http://www.Identix.com/iis> or call the toll-free telephone number at 866-522-7067.

Scheduling: Identix will work with school districts to schedule onsite visits to scan individuals' fingerprints. However, Identix requires a minimum number of fingerprints for such visits, so districts may want to collaborate on scheduling to accommodate the needs of all schools in the region. Fingerprint services for individual applicants or groups of employees must be scheduled online or by calling the toll-free telephone number at 866-522-7067. Specific information, required for all applicants, may be located on the DESE website; please refer to the June 21, 2005 letter posted at <http://dese.mo.gov/divteachqual/teachcert/pdf/identix.pdf>.

Should you have questions regarding the MOAPS fingerprinting process, please contact Educator Certification at 573/751-0051 or 573/522-8316.

The Department's goal, with the support and cooperation of Missouri's public schools, is to collect and submit 100% of all educational personnel fingerprints electronically, using MOAPS, by January 1, 2006. I appreciate your support in this effort.

Sincerely,

A handwritten signature in black ink, reading "D. Kent King", is positioned above the printed name.

D. Kent King